

UNITED STATES BANKRUPTCY COURT, RENO, NEVADA  
PROCEDURES FOR REQUESTING PARTICIPATION  
VIA TELEPHONE IN THE COURTROOM  
(TELEPHONIC HEARING)

Effective September 1, 2004, the following procedures must be followed to participate telephonically in any hearing before all bankruptcy judges in Reno, Nevada.

1. Parties must place in writing their request to participate telephonically 48 hours prior to the hearing date. This request must be mailed to the U.S. Bankruptcy Court, 300 Booth St., Reno, Nevada, to the attention of the presiding Judge or faxed to the following number:

Judge Zive and/or Judge Goldwater (775) 784-5844

Letters should include the following:

- A. Debtor's name;
  - B. Bankruptcy case number;
  - C. Date and time of hearing;
  - D. Name and telephone number of participant;
  - E. Good cause for the telephonic appearance. (NOTE, office location alone does not constitute good cause).
2. Upon the approval of your request, the courtroom deputy or a member of the Judge's staff will call to advise if permission has been or has not been granted. If granted, instructions will be given at this time as to the procedures to follow.

Parties are not to use a speaker phone as this may interfere with the recording of the hearing. This court records hearings rather than using court reporters, therefore, clarity is of the utmost importance. Also, using the mute button may also interfere with the recording of the hearing. No cell phones.

Parties are to identify themselves each time they speak so that the Judge and the recorder knows who is addressing the court.